



DEPARTMENT OF THE NAVY
OFFICE OF THE ASSISTANT SECRETARY
RESEARCH, DEVELOPMENT AND ACQUISITION
1000 NAVY PENTAGON
WASHINGTON DC 20350-1000

13 March 2001

MEMORANDUM FOR DISTRIBUTION

Subj: ACQUISITION AWARDS FOR ACQUISITION AND LOGISTICS REFORM 2001

Encl: (1) USD(AT&L) Policy on Recognition and Awards for Acquisition Personnel
(DAE and Acquisition Innovation)
(2) DON Certificate of Excellence for Acquisition Reform Guidance

We recently received fifty-seven (57) submissions for the DAVID PACKARD EXCELLENCE IN ACQUISITION AWARD. The Navy has recommended to OSD the following five teams for the David Packard Excellence in Acquisition Award:

- a. DRPM(SSP) – TRIDENT Open System Architecture Team
- b. MARCORPS – Light Armored Vehicles (PM-LAV)
- c. NAVSEA – “1-877-4CADPAD” Reengineering Team
- d. NAVSEA/PEO(SUB) – Acoustic-Rapid COTS Insertion (A-RCI) and Advanced Processing Build (APB) Team
- e. NAVSUP/NAVICP – Reverse Auction Team.

The remaining fifty-two (52) Packard nomination submissions will be reviewed by the Packard Award Review Panel and selections will be made for the Defense Acquisition Executive (DAE) Certificate of Excellence Award, Defense Certificate of Recognition for Acquisition Innovation, and Department of the Navy Acquisition Reform Certificate of Excellence.

Additional nominations for the *Defense Acquisition Executive Certificate of Excellence Award* can be made throughout the year and can be submitted by the Services on a quarterly basis. If you would like to nominate a team for this prestigious award, please follow the criteria provided under enclosure (1).

We also invite you to submit nominations for the *Defense Certificate of Recognition for Acquisition Innovation* and the *Department of the Navy Acquisition Reform Certificate of Excellence*. Nominations should be submitted in accordance with enclosures (1) and (2) guidelines and format. Each recommendation should include:

- a. a brief justification (no more than two pages),
- b. the individual or team members nominated for that award,
- c. a point of contact for additional information.

Where it is your intention to present awards during Acquisition and Logistics Reform Week (4-8 June 2001), nominations should be submitted anytime prior to 16 April 01. All award nominations are submitted using the DoN AR Awards Center [<http://www.ar.navy.mil/arawards>]

Subj: ACQUISITION AWARDS FOR ACQUISITION AND LOGISTICS REFORM 2001

residing on the ASN(RDA) ARO Home Page with written endorsement to the Acquisition Reform Office.

Award nominations must be approved at the following levels:

- a. PEO signature for PEO assigned programs,
- b. SYSCOM signatures for SYSCOM assigned programs, and
- c. DRPM signatures for DRPM assigned programs.

These awards offer us the opportunity to recognize and reward our acquisition teams for their many successes. I look forward to your submissions. The points of contact for additional information are Kathy Mills at (703) 602-5506, kmills@ar.navy.mil and Daphne Wanzer at (703) 837-3118 dwanzer@ar.navy.mil.



E. S. ROBERSON
Acquisition Reform Executive

Distribution:

PDASN (RD&A)
COMNAVAIRSYSCOM
COMNAVSEASYSYSCOM
COMSPAWARESYSCOM
COMNAVSUPSYSCOM
COMNAVFACENGCOM
COMMARCORSYSCOM
COMMSC
CNR
OASN (RD&A), DASN (AIR)
OASN (RD&A), DASN (SHIPS)
OASN (RD&A), DASN (C4I)
OASN (RD&A), DASN (MUW)
OASN (RD&A), DASN (EFP)
OASN (RD&A), DASN (TCS)
OASN (RD&A), DEP ABM
OASN (RD&A), ARE
OASN (RD&A), DACM
Dir, NIPO
PEO(EXW)
PEO(TSC)
(cont.)

Subj: ACQUISITION AWARDS FOR ACQUISITION AND LOGISTICS REFORM 2001

Distribution: (cont.)

PEO(SUB)

PEO(MIW)

PEO(USW)

PEO(DD21)

PEO(C)

PEO(T)

PEO(A)

PEO(CU)

PEO(JSF)

PEO(SCS)

PEO(ARBS)

DRPM(SSP)

DRPM(AAAV)

DRPM(ADV TECH)

COMOPTEVFOR

Dir, MCOTEA

CG, MCCDC

Defense Acquisition Executive (DAE)
Certificate of Achievement

A. Purpose

1. The DAE Certificate of Achievement is established to enable the DAE to provide personal recognition to individuals, groups, or teams who have made exceptional contributions to improving life cycle costs and/or the Department's acquisition systems and programs.
2. The certificates will be awarded throughout the year at the discretion of the DAE. This recognition program is not designed to preclude or exempt acquisition personnel from eligibility to receive existing formal and informal awards and recognition traditionally used within OSD or the DoD Components.

B. Eligibility

1. All DoD acquisition personnel, both military and civilian individuals, groups, and teams, such as Integrated Product Teams, Process Action Teams, or other working groups who have contributed to improving acquisition processes and programs are eligible. Significant contributions include ideas and innovations accepted by acquisition management within the Components or OUSD(AT&L).
2. This certificate will be granted for contributions made or completed within the preceding 12 months.

C. Criteria for Nomination

1. Organizations, groups, teams, or individuals eligible for this recognition should have contributed ideas, methods, or processes representative of innovative acquisition management techniques and/or life cycle cost reduction.
2. The ideas, methods, or processes recognized should promote acquisition reform goals and help achieve best value for the government.
3. Recommendations should be based on a factor or factors that establish the work as being exceptional to the normal methods or practices.

D. Process

1. Administration

a. The DAE personally issues these certificates. Component Acquisition Executives and OUSD(AT&L) principals should forward recommendations for the Certificate of Achievement to OUSD(AT&L), ATTN: Director for Administration, OUSD(AT&L), 3150 Defense Pentagon, Room 3D1020, Washington D.C. 20301-3150.

b. Each recommendation should include:

Enclosure (1)

- (1) Brief description of the innovation or initiative,
 - (2) Reason for awarding the Certificate of Achievement,
 - (3) Name of the organization (group title, office title, activity, duty location),
 - (4) Name(s) of individual(s) nominated, and
 - (5) Point of contact handling the nomination package.
- c. The Director for Administration, OUSD(AT&L), will forward nomination(s) to Deputy Under Secretary of Defense (Acquisition Reform) (DUSD(AR)). The DUSD(AR) may ask other OUSD(AT&L) offices to assist in reviewing on a quarterly basis the nomination(s) for accuracy and merit. Nomination(s) will be reviewed the first week of each quarter beginning with October. Based on the results of the review, the DUSD(AR) will make a recommendation on the nomination(s) and forward to the DAE.
- d. Upon the DAE's approval:
- (1) the DUSD(AR) will provide copies of the approved nomination to the Director for Administration, OUSD(AT&L) and the Defense Acquisition University (DAU).
 - (2) the Director for Administration, OUSD(AT&L) will prepare the certificate and notify the nominating office. The nominating office will assume responsibility for arranging for an appropriate ceremony, accompanying publicity, and other activities to recognize the recipient(s).
- e. The certificate may be presented at any time in the calendar or fiscal year and is not limited to any cycle for nominations

2. Reporting

- a. DUSD (Acquisition Reform) will publish as appropriate the names of awardees and a brief description of their accomplishments in AR Today and AR Now.
- b. The DAU President is responsible for ensuring the innovations and accomplishments of the awardees are recognized, as appropriate, in the Acquisition Review Quarterly, the Program Manager Magazine, and other pertinent AR publications.

Defense Certificate of Recognition
for
Acquisition Innovation

A. Purpose

1. The Defense Certificate of Recognition for Acquisition Innovation is established to make available to each Component of the DoD and USD(AT&L) principals a uniform instrument for formally recognizing outstanding, innovative acquisition practices. Its purpose is to recognize individuals, groups, or teams in DoD who have made greater contributions than normally expected resulting in improvements to defense acquisition processes and programs.
2. DoD acquisition leadership at all levels should recognize and reward individuals and teams whose efforts contribute to making the acquisition system and its various processes work more efficiently. This certificate will be awarded at the level of the Component Acquisition Executive (CAE) or his designee, or USD(AT&L) principal, based on criteria and an administrative process established within each Component.

B. Eligibility

1. All DoD military and civilian acquisition personnel, individuals, groups or teams, who have made significant contributions to furthering acquisition reform in DoD acquisition processes and programs are eligible. Significant contributions include ideas and innovations accepted by the acquisition organizations and/or management.
2. The Certificate of Recognition will be granted for contributions made or completed within the preceding 12 months.

C. Criteria for Selection

1. Organizations, groups, teams, or individuals given this award should have contributed outstanding innovative ideas, methods, or processes that have reduced life cycle costs or added value to the acquisition system, and its processes and programs.
2. The ideas, methods, or processes recognized should promote acquisition reform goals of benefit to the DoD acquisition system and its programs.

D. Process

1. Administration
 - a. The Director for Administration, OUSD(AT&L) will print the Certificate of Recognition and distribute it to CAEs' and USD(AT&L) principals' designated administration offices.

Enclosure (1)

- b. The CAEs and USD(AT&L) principals are responsible for establishing their own procedures for presenting the certificates, including:
 - (1) imprinting certificates with recipients' names;
 - (2) getting certificates signed; and
 - (3) arranging for presentation ceremonies and publicizing the achievement.
- c. The Certificate of Recognition may be presented at any time in the calendar or fiscal year. It is recommended that completion of the nomination and award process take no more than 30 days.
- d. The certificates are to be signed by the CAE or his designee, or a USD(AT&L) principal and, where possible, awarded at the flag/General Officer or SES level in the recipients' command or activity. CAEs or others may request participation of the Defense Acquisition Executive or other Defense official at presentation and award ceremonies; however, arrangements for such ceremonies are the responsibility of the Component or awarding office.

2. Reporting

- a. Each Component and USD(AT&L) principal will forward as appropriate to the Defense Acquisition University (DAU) and DUSD(AR), the names of awardees, a brief description of the innovation or improvement, and a point of contact for additional information.
- b. The DAU President is responsible for ensuring the innovations and accomplishments of the awardees are recognized, as appropriate, in the Acquisition Review Quarterly, the Program Manager Magazine; and other pertinent AR publications.
- c. DUSD(AR) will publish as appropriate the names of awardees and a brief description of their accomplishments in AR Today and AR Now.

Certificate of Excellence For Acquisition Reform

A. PURPOSE

1. The Acquisition Reform Certificate of Excellence is to recognize and reward individuals and teams whose efforts contribute significantly to the improved acquisition of products and services for the Department of the Navy (DoN). Any leader/manager may submit nominations for this award of individuals or teams under cognizance.

B. ELIGIBILITY

1. All DoN military and civilian acquisition personnel, individuals or teams and their industry partners who have made significant contributions to furthering acquisition reform in DoN acquisition processes and programs are eligible. The Acquisition Reform Certificate of Excellence will be granted for contributions made in the 12 months proceeding nomination for the award.

C. PROCESS

1. The nominations for the Navy Acquisition Reform Certificate of Excellence will be entered using the DoN AR Awards Center [<http://www.ar.navy.mil/arawards>] residing on the ASN(RDA) ARO Home Page. Entry of an individual or team by the Leader/Manager of the nominated team certifies qualifications of the individual/team to receive this award. However, nominations shall be supported by a command endorsement, which should be forwarded to the Acquisition Reform Office.
2. The Awards database system is password protected. Access to the password will be coordinated through the Acquisition Reform Team Working Group (ARTWG) members. The database has easy-to-follow directions to complete the nomination form for individuals or teams. The DoN AR Awards Center Manager, Daphne Wanzer, (703) 837-3118, dwanzner@ar.navy.mil will verify all changes, prior to the certificate being printed and mailed.